

Policy Statement

Commitment to achieving Net Zero

TheLightBulb (TLB) is committed to achieving Net Zero emissions by 2050 at the latest.

Baseline Emissions Footprint

Baseline emissions are a record of the greenhouse gases that have been produced in the past and were produced prior to the introduction of any strategies to reduce emissions. Baseline emissions are the reference point against which emissions reduction can be measured. There are three categories of emissions-releasing activities, known as “scopes”:

- **Scope 1 (Direct emissions):** Activities owned or controlled by TLB that release emissions straight into the atmosphere. They are direct emissions. Examples of scope 1 emissions include emissions from combustion in owned or controlled boilers, furnaces, vehicles; emissions from chemical production in owned or controlled process equipment.
- **Scope 2 (Energy indirect):** Emissions being released into the atmosphere associated with your consumption of purchased electricity, heat, steam and cooling. These are indirect emissions that are a consequence of TLB’s activities but which occur at sources we do not own or control.
- **Scope 3 (Other indirect):** Emissions that are a consequence of TLB’s actions, which occur at sources which we do not own or control and which are not classed as scope 2 emissions. Examples of scope 3 emissions are business travel by means not owned or controlled by TLB, waste disposal, or purchased materials or fuels.

We have ascertained that TLB has no activities that fall under **Scope 1 (Direct emissions)** in 2022/23. This will be monitored throughout the lifetime of this plan and baseline/targets amended to reflect scope 1 emissions if they become applicable at any stage.

We will provide a baseline for **Scope 2 (Energy indirect)** and **Scope 3 (Other indirect)** emissions for 2022/23 (Year 1) and will plan to achieve 7.6% (min) year on year reduction for year 2 onwards.

Activity data will be used to calculate GHG emissions, for example:

Emission-releasing activity	Source of information
Electricity use	Total kilowatt hours (kWh) used from electricity bills
Natural gas use	Total kilowatt hours (kWh) used from gas bills
Water supply	Total water supplied in cubic metres (m3) from water bill
Water treatment	Total water treated in cubic metres (m3) from water bill
Employee travel	Receipts for details of travel, and use distance calculation websites to obtain flight, rail and road distances

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Waste disposal / recycling	Tonnes of waste-treated by waste type (e.g. paper, glass, waste to landfill) from waste collection provider.
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Baseline Year: 2022/23

Additional Details relating to the Baseline Emissions calculations.

TLB has not previously assessed or reported emissions and will establish its emissions baseline in the reporting year 2022/23. We will provide a baseline for Scope 2 (Energy indirect) and Scope 3 (Other indirect) emissions and update this table when this is completed.

Baseline year emissions:

EMISSIONS	TOTAL (tCO _{2e})
Scope 1	Not applicable
Scope 2	tbc
Scope 3 (Included Sources)	tbc
Total Emissions	tbc

Template For Future Emissions Reporting

Reporting Year: 20XX

EMISSIONS	TOTAL (tCO _{2e})
Scope 1	XX
Scope 2	XX
Scope 3 (Included Sources)	XX
Total Emissions	XX

Emissions reduction targets

In order to progress to achieving Net Zero, we have adopted the following carbon reduction targets.

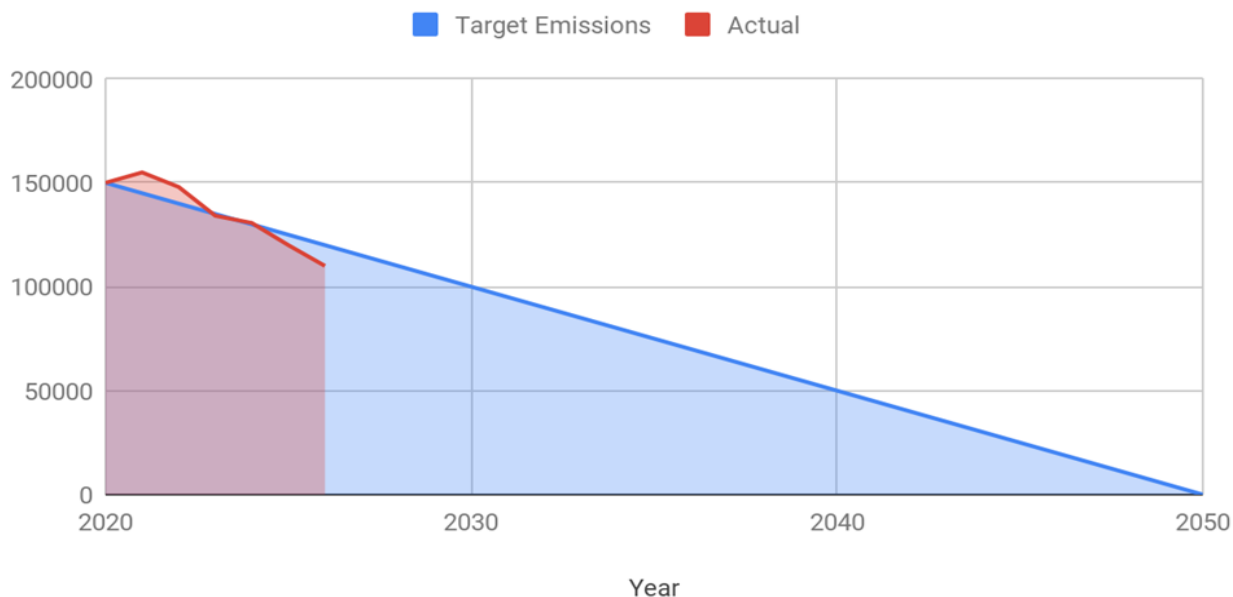
We project that carbon emissions will decrease by 7.6% year on year from year 2 of this plan.

Progress against these targets will be published in a graph below **(2021/22 version of this plan shows an illustrative example only)**:

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BELOW IS AN EXAMPLE ONLY IN 2021/22 VERSION OF THIS PLAN

Carbon Reduction: Projected vs. Actual



Carbon Reduction Initiatives

This is TLB’s first carbon reduction plan. We do however have a detailed approach to sustainable development. During 2021, we introduced the use of Zoom across our business, which has minimised the impact of business travel. We also implemented the following:

- Developing and implementing a sustainable procurement policy that invests in products, materials and resources that are eco-friendly, sustainable and produced ethically.
- Aligning our environmental management systems with ISO14001:2015
- Implementation of energy saving devices within our premises.
- Working with our Prime Contractor, Funders and Supply Chain partners to develop their approaches to carbon reduction and sustainability.
- Reviewing staff commuting activities to actively encourage car sharing.
- Monitoring, measuring, and reporting environmental performance against policy objectives and KPIs.
- Continually improving the suitability, adequacy and effectiveness of TLB’s environmental management systems to enhance its environmental performance

Completed Carbon Reduction Initiatives

TLB’s Carbon Reduction Initiatives (planned and completed) will be published in Appendix 1 to this policy.

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Related Policies:

Policy - Environment and Sustainable Dev Rev 6

Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard¹ and uses the appropriate [Government emission conversion factors for greenhouse gas company reporting](#)².

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements, and the required subset of Scope 3 emissions have been reported in accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard³.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

Signed on behalf of TheLightBulb Limited:



1st November 2021

Policy Review

This policy shall be reviewed annually and amended accordingly at intervals not exceeding 12 months.

Version Control

Version	Date	Purpose / Changes	Author
V1	01/11/2021	New Policy/Plan	Suzanne Tilling

¹<https://ghgprotocol.org/corporate-standard>

²<https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

³<https://ghgprotocol.org/standards/scope-3-standard>

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APPENDIX 2 - CARBON REDUCTION INITIATIVES

Completed Carbon Reduction Activities will be recorded here using the following template:

The following environmental management measures and projects have been completed or implemented since the 20XX baseline. The carbon emission reduction achieved by these schemes equate to XX tCO₂e, a XX%ge reduction against the 20XX baseline and the measures will be in effect when performing the contract

[Instructions to Suppliers:

Briefly provide details of some of your completed carbon reduction projects. This is for information only.

This may include environmental management measures such as certification schemes like ISO14001 or PAS 2060, signing up to SBTI or specific measures you have taken such as; the adoption of LED/PIR lighting controls, changes to policy resulting in a reduction in company travel and flights or the electrification of the company fleet.]

In the future we hope to implement further measures such as:

Briefly provide details of some of any likely/proposed future carbon reduction projects. This is for information only.]

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